

# MINUTES OF SPECIAL TOWN COUNCIL WORKSHOP MEETING

DAGSBORO POLICE STATION

28307 CLAYTON STREET

TUESDAY – FEBRUARY 18, 2014

Call Meeting to Order: 7p.m. Mayor Brad Connor called the meeting to order. Those present were Mayor Connor, Stacey Long, Town Administrator, Councilwoman Eckerd, Councilwoman Ulrich and Councilman Baull.

## New Business:

1. **Update of Stormwater Infrastructure Study:** Stacey commented that last year the Town Council had voted to accept a 50/50 Surface Water Matching Grant for a field study to be done by URS on the infrastructure of the town which will identify, locate and state the condition of the drainage system in the town. Once this is complete it will be able to expand and be updated as the town develops. There are several bad areas throughout town and Stacey commented that she had contacted DeIDOT several times to get them to come out to the town to no avail. The Stormwater Infrastructure Study is a 2 part process. Phase 1 is the 50/50 Surface Water Matching Grant which will cost the town no more than \$5,000.00 dollars. As the bills for the study are submitted the town will submit them for reimbursement. This study will determine the condition of the town's existing system and Phase 2 is a Grant that is 100% funded for the repairs, upgrades and any necessary repairs or corrections revealed from the elevation data collected in order for the drainage system to work at the optimum level. URS is currently doing this for Fenwick Island with excellent results. As soon as the weather breaks hopefully in early March, URS will begin evaluation of the system here in town and Stacey will be putting a notice on the website as to the work being done around town.
2. **Update of Water use charges from Town of Millsboro with previous meter:** Stacey commented that she and the Mayor had attended the February meeting of the Millsboro Town Council as they had submitted a letter to be on the agenda regarding the overcharging of water fees due to the problems with the meter at the InterConnect. Dagsboro has met with the Director of Public Works and Town Manager for Millsboro for the purpose of identifying the discrepancy between the readings on the meter and the actual amount of water that Dagsboro was charged for. Millsboro will be examining their records before the March meeting and copies of these finding are to be given to Dagsboro as well. The main goal is to find a solution that is fair to both sides. There is water of good quality to homes out on Piney Neck Road and Vines Creek road, outside of town limits and it should be looked at as to where a well might be installed so that Dagsboro can have its own water, since we already have the infrastructure in place; tank, lines etc.. The town does need to invest in a chlorinator near the tower to bring the residual chlorine to a more acceptable level. The Town of Dagsboro will continue to have representatives present at Millsboro council meetings until this issue is resolved.
3. **Update on Cat program:** The town had some citizens call last fall to complain about the cat problem in town. Mayor Adams had contacted Hetti Brown, Director of Animal Welfare for the Division of Public Health and on January 15<sup>th</sup> she contacted Susan Coleman of the Community Cats Collation who will be writing a Grant for the Town of Dagsboro. Stacey said that she had been waiting for a contact from Ms. Coleman and that on January 24<sup>th</sup> she received an email from her and saying that she would try to have the information together. Councilwoman Ulrich commented that there are low cost spay/neuter programs available to seniors and those of limited income thru the SPCA which issues certificates for the procedure at twenty or twenty-five dollars.

4. **Street Maintenance:** There is an issue with Ward Lane that is the town's responsibility to repair when the weather improves but with only \$19,000.00 coming to the town each year there is not much to spend as this money goes to pay for the street lights which run between 20 and 25 thousand per year and the town usually has to transfer money from the general fund before the money is received every year from the state. Routes 20 and 26 are maintained by the State but the town is responsible for all other repairs on town streets. There are some years when a portion of the disbursement to the Town is designated only for street repairs but this year it was not restricted to road improvements.
5. **Sidewalk Maintenance:** Stacey commented that the Town Code states that the maintenance and repair of the sidewalks in front of the homes on the streets of Dagsboro are the responsibility of the homeowner. Councilwoman Eckerd asked why then had they been asked to deed their sidewalk to the town several years ago and it explained that it was only temporary during the installation of the water lines in town. Funds are available for sidewalk maintenance however this is tied to the Streetscape Project that the town has and it is 2 or 3 years away probably before the next phase is done as there is a long list for funding which is also supplemented by our local Senators and Representatives. There is also money available through the Community Development Block Grant program but this is a matching grant of 50/50.
6. **Discussion of New Town Hall possibilities:** Mayor Connor and Stacey are meeting with URS to inspect the Adkins property on Vines Creek Road. \$195,000.00 was the purchase price with \$110,525.00 in improvements, the asking price is \$316,173.00, an appraisal is scheduled to be done before months end. There is money available from the USDA of at least \$50,000.00, possibly more. With the current property that the town owns being sold, it is possible that the amount that would be financed could be as low as \$10,648.00 and that would be owner financed or a 40 year mortgage at 2%. The property is not totally ADA accessible but there are areas on the lower floor to accommodate citizens. The police would use the offices and exam rooms, Chief and S. Sgt. would have their own offices with extra areas for an evidence room, processing room and 1 shared space for the other officers on the 1<sup>st</sup> floor and with reception and several administrative offices on the 1<sup>st</sup> floor as well. The area already has phone and internet connection already in place through the entirety. A conference room and 2 larger office and full kitchen/break room and full bath are upstairs. The town owns the lot next door so expansion is not an issue to provide a large area for town council meetings and also a maintenance shop, all with adequate parking and a private entrance already in place from Ward Lane. The Quillen property which is asking \$345,000.00 across the street is also available, the office areas would need work as it is currently residential but there are outside buildings readily available for maintenance and storage. The entrance and parking would need to be addressed as well. With this option the town could sell the lot across the street and decrease the amount needed to finance even further. The current town hall is too small and there is too little parking area.

**Adjournment:** At 7:56 p.m. A motion was made by Councilwoman Eckerd to adjourn the meeting and seconded by Councilwoman Ulrich. All in favor. Motion carried.

Respectfully Submitted

Duane Kenton

Town Clerk